# PROJECT CHANGE REQUEST



Customer Name: Town of Addison, TX	Request Number: PCR001
Project Name: North Texas Emergency Communications Center	Project Director: Dan Martin
Project Code: NTE.410	Issue Date: October 28, 2014
Request Name: IT System Procurement Support	Prepared By: Dan Martin

#### **Reason for Change:**

As of this date, the board of the North Texas Emergency Communications Center, Inc. (NTECC) has not adopted internal purchasing policies or employed staff to handle procurements for NTECC. In order to maintain the established schedule for the implementation of NTECC's systems and services in coordination with the installation of the new P25 radio system being purchased by NTECC's founding cities, it is imperative that certain IT systems be purchased in a timely manner. This PCR001 will enable IXP to act as the Program Manager for NTECC and designate IXP, subject to NTECC board approval, to act on the technology decision of the OAC and TAC to engage vendors and purchase the necessary IT Systems Equipment and services to meet the current schedule.

**Contract Reference:** Agreement between IXP Corporation ("**IXP**") and the Town of Addison, Texas, dated April 2, 2014 (the "**Contract**").

# **Description of Changes:**

It has become necessary to establish an alternate vehicle to procure select IT systems and services for NTECC pending employment of its own administrative staff and adoption of procurement policies. This PCR will enable the procurement of IT Systems without causing delay to the project. As with this Contract, this PCR will be assigned to NTECC at an appropriate time.

As detailed in Section 3, Item C and Schedule A, item 4.4 of the Contract, IXP will provide the following services:

#### **CAD/Mobile System**

The NTECC Board of Directors has determined to purchase the CAD/Mobile system from SunGard. A comprehensive set of functional requirements along with a Request for Quotation (RFQ) has been submitted to SunGard by IXP on behalf of NTECC. Since the CAD/Mobile system has the longest implementation schedule, time is of the essence in procuring this system.

Budgetary Estimate: \$2,180,000.

## **Console Furniture and Seating**

The NTECC design team has agreed on a final configuration as well as a supplier for the Console furniture. Because (i) most of the systems being deployed within the NTECC Dispatch Center are dependent on the consoles being in place and (ii) there is an approximate 8 to 10 week lead time required for manufacture and delivery of the consoles, time is of the essence in procuring these systems.

Budgetary Estimate: \$259,000

#### Network (WAN/LAN/Time Sync)

The initial draft of a network design has been created and will be used to engage a network design and implementation vendor to complete this portion of the project. All aspects of the NTECC Dispatch Center are dependent on the network component.

Budgetary Estimate: \$125,000

#### **Administrative Phone System**

The administrative phone system will most likely be included in the network portion of the project. However,

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for estimating purposes has been identified separately.

Budgetary Estimate: \$35,000

### **Accessory Equipment**

As the deployment of systems progresses it may become necessary to procure equipment along the lines of: Workstations, Display Screens, Headsets, and other miscellaneous items. IXP will follow the established procurement process as any of these items are identified.

Budgetary Estimate: \$25,000

#### **Procurement Process:**

When necessary, IXP will obtain competitive quotes. IXP will provide and summarize detailed quotes for review and approval by Ashley Mitchell, City of Carrollton. Upon approval, IXP will prepare and submit purchase orders to the respective vendors. IXP will make payment to the vendors as detailed in the purchase order(s) and subsequently invoice the Town of Addison. No contract shall be entered for the CAD/Mobile System or for any professional services shall be entered without approval as to form by NTECC's general counsel and approval of the NTECC Board of Directors.

## **Price/Payment Terms:**

The costs for the services outlined in this PCR01 are not fixed at this point. Each procurement will be priced and approved individually by the NTECC Board of Directors.

Payment terms are Net 30 days from receipt of invoice and delivery and acceptance by NTECC of all required deliverables.

**Ramifications:** Following execution of this PCR001, the Contract will continue in full force and effect with the changes set forth herein. Additionally, NTECC will be able to continue with the build-out and implementation of the NTECC facility and systems as scheduled.

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For: Town of Addison, Texas	For: IXP Corporation
Name: Lea Dunn	Name: Lawrence D. Consalvos
Title: City Manager	Title: President and Chief Operating Officer
Signature:	Signature:
Date:	Date:

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